



## **Request for City Council Committee Action from the Department of Minneapolis Convention Center**

**Date:** November 13, 2012

**To:** The Honorable Betsy Hodges, Chair, Ways & Means Committee

**Subject:** Amendment to Contract C99-13987 with Ungerboeck Systems Inc. for Web Hosting and module changes for Event Business Management System

### **Recommendation:**

Authorize proper City officials to:

- a) Extend contract C99-13987 to December 31, 2015, with the option of two (2) one-year extensions.
- b) Amend the contract to include web hosting services, new modules and implementation services, and remove unused modules.
- c) Increase the amount of the contract by \$144,020

**Previous Directives:** N/A

### **Department Information**

Prepared by: Jeff Johnson, Convention Center Executive Director

Approved by:

Presenters in Committee: Jeff Johnson, Convention Center Executive Director

### **Reviews**

- Permanent Review Committee (PRC): Approval X Date 11/8/12

### **Financial Impact** *(delete all lines not applicable to your request)*

- No financial impact; funding available in 0176-8650
- Action is within the Business Plan

### **Community Impact**

- City Goals

### **Supporting Information**

**On April 9, 1999, the City Council authorized agreement with Ungerboeck Systems Inc. for a software license agreement for the Event Business Management System (EBMS) software program for the Convention Center. This system currently contains eleven modules for 48 concurrent users and provides for efficient event**

**management, from contract administration through account receivable and management reporting.**

**Amendment No. 1 was approved January 7, 2000 to provide the funding for the ongoing annual maintenance and support. Amendment No. 2 was approved July 11, 2003 to provide the funding for the Facility Maintenance module and providing for implementation and training on said module as well as the ongoing annual maintenance of said module.**

**The Information Technology Department has reviewed and approved the feasibility and implementation of web hosting for the Ungerboeck software. The benefits of web hosting include faster upgrades of the system, provides access to event information by our partners, Kelber Catering and Meet Minneapolis allowing for seamless customer service, and provides efficient use of staff time through access of the software on mobile devices.**

**The Convention Center has decided to eliminate the Inventory and Personnel modules, which are not currently in use. An addition of the Executive Dashboard module will allow for live updates of convention center key performance indicators.**

**Anticipated costs are as follows:**

**Annual Web Hosting \$37,800**

**Addition and configuration of the Executive Dashboard module & removal of Personnel & Inventory Modules \$7,820**

**Estimated Annual Maintenance & Support for 2013 - \$31,200; 2014 - \$32,750; 2015 - \$34,450.**